

Publication reference: IPA III-ENEST/2025/184378-3/31 TD1

Invitation to Company/Individual/ CV to submit an offer for:

Conference Organization

Within project: **Act & Impact: Local Action for Civic Initiatives**

Supported by: **European Commission**

Dear Sir/Madam,

We are inviting you to submit an offer for SERVICE PROVIDER for SERVICES for the Project "Act & Impact: Local Action for Civic Initiatives" supported by the European Commission within Human Rights; Democracy and Civil Society programme for Serbia 2024-2025.

A detailed description of the Action and of the assignments to be performed within the scope of work is presented in the Terms of Reference enclosed as an integral part of this Invitation.

Your proposal should contain:

- (1) Company offer in English
- (2) Budget form (free form)
- (3) Filled in application form (enclosed as an integral part of this Invitation) containing:
 - (I) Contact information
 - (II) Gross fee for providing services
 - (III) References

Maximum budget for the assignment is **EUR 2.300**:

Please send us your proposal by **September 15, 2026 at 18:00 CET** at the latest, by: e-mail, to the following address: office@svetionik.rs, with following Subject: **PROPOSAL IPA III-ENEST/2025/184378-3/31 TD1** or by regular mail to: Udruženje Svetionik, Šabana Koče no. 11, Novi Pazar, 36300, Republic of Serbia.

The evaluation of the proposals shall be done by evaluation committee based on the experience of the offerer and offered price of the service, using the best value for money principle. The best value for money is established by weighing technical quality against price on an 80/20 basis.

All candidates shall be notified of results of the tender by September 17 2026.

Looking forward to receiving your proposal,

Yours sincerely,

Mirza Aličković

